

United States Department of Agriculture



Natural Resources Conservation Service
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Transmitted via email

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MINNESOTA BULLETIN NO. 300-5-7

SUBJECT: LTP- RECONCILING EQIP CONTRACTS INTO PROTRACTS

Purpose. To provide guidance to field offices on reconciling EQIP contracts that were migrated into ProTracts from FSA System 36.

Expiration Date. September 30, 2005.

On Tuesday October 26, 2004, build 85 was released in ProTracts. This build incorporated all the final FSA migrated data for EQIP 2004 contracts. As such, offices may now proceed with reconciliation of 2004 contracts along with all other years.

Contracts highlighted in blue indicate contracts where the Protracts and FSA contract numbers matched. These contracts will have a Modify button in the Reconciliation mode where practices may be aligned, added or deleted. This Modify applies only to the 2004 contracts.

For 2004 contracts with non-matching contract numbers, users may edit the Protract Contract number block to make the Protracts number match the FSA number. After clicking 'Save', the two matching contracts should merge and the matched contract should turn blue. Users may then proceed with reconciling the contract.

NHQ assures us that contracts will be funded to their full extent as contracted. Offices should not waste time determining the amount of slippage and/or cost-over runs in the contract. Follow the Reconciliation Checklist and reconcile contracts if those items are correct. The correct obligation will be assigned to each contract to cover all remaining practices at their full extent.

Any questions or additional assistance on reconciling EQIP contracts should be forwarded through your Area Office to Sid Cornelius.

ANN ENGLISH acting for
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State Conservationist

DIST: AC
DC
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EQIP State Office Team